



Contract No.: 7780-1/22
GOLF COURSE SUPPLIES & ACCESSORIES
Pre-Qualification Pool

ROADMAP

CONTRACT OVERVIEW: This contract provides Miami-Dade County with a pool of pre-qualified vendors for the purchase of golf course supplies and accessories.

CONTRACT TERM: January 09, 2013 – January 31, 2018, with one five-year option-to-renew

COMMODITY CODE: 550, 55062, 55066, 65023, 801, 80554, 93111, 99891

PROCUREMENT CONTRACTING AGENT: Jennyfer Calderon
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EVENT LOG

ADD NO. ↓	Date issued ↓	Event ↓	AGENT ↓
4	03/17/2014	The following vendor has met all of the contract's pre-qualification criteria and is being added to the pool of vendors under Group A: Wittek Golf Supply Co., Inc. (362276179 -01).	Jennyfer Calderon
3	08/27/2013	The following vendor has met all of the contract's pre-qualification criteria and is being added to the pool of vendors under Group A: PRG Americas, LLC (451677660-01).	Jose Cardona
2	04/10/2013	The following vendor have met all the criteria and are added to the pool of vendors: Easy Picker Golf Products Inc. (650720951-01) added to Groups A and C.	Lluis Gorgoy
1	04/03/2013	The following vendors have met all the criteria and are added to the pool of vendors: Professional Golf Supply Inc. DBA All Star Pro Golf, Inc. (421330248-01) added to Group A.	Lluis Gorgoy

PART #1: PRE-QUALIFIED VENDORS

This contract established three pre-qualified pools of vendors for participation in future spot market competitions for purchase of goods and services in the following groups:

- Group A: Golf Equipment , Tools, and Accessories
- Group B: Golf Clubs
- Group C: Golf Signage & Associated Materials

Vendor	Group A	Group B	Group C	FEIN : Suffix	Contact Name	Phone Number	Fax Number	E-mail Address
Easy Picker Golf Products	X		X	650720951 / 01	Randy Balzarini	800-641-4653	239-369-1579	randyb@easypicker.com
Hornung's Golf Products	X	X	X	390940775 / 02	Robert Hornung Jr.	920-322-6222	920-906-9311	bhornungs@hornungs.com
John Deere Landscapes	X		X	364485550 / 01	Molly Vorous	800-321-5325 Ext: 2550	248-581-1433	bids@johndeerelandscapes.com
Professional Golf Supply <i>dba</i> All Star Pro Golf, Inc.	X			421330248 01	Doreen K. Dorschner	712-262-9199	712-262-8891	doreen@allstarprogolf.com
PRG Americas, LLC	X			451677660 / 01	John Barron	916-899-5025	916-773-9517	john@prgamericas.com
Wittek Golf Supply Co., Inc.	X			362276179 / 01	Jhovany Diaz	800-869-1800	847-412-9591	jdiaz@wittek golf.com

PART #2: GROUP DESCRIPTION

Group A: **Golf Equipment, Tools, and Accessories**

Items awarded under this group may include, but is not limited to:
ball washers, rental golf bags, rental golf carts, spot sprayers, hole cutters, club washers, cup setter, rakes, flag poles, flags, green markers, turf stakes, brushes, driving range mat, marking paint, golf tees, rope, towels, and baskets.

Group B: **Golf Clubs**

Items awarded under this group may include, but is not limited to:
Pro Staff Woods (Wilson Golf Company): 1, 3, 4, 5
Pro Staff Irons (Wilson Golf Company): 3, 4, 5, 6, 7, 8, 9, PW, SW, Putter
Titelist / Cobra Rental Clubs (Complete set with bag) including Wood 1, 3.
Irons (DCI Model Gravity) 3, 4, 5, 6, 7, 8, 9, PW, SW, Putter

Group C: **Golf Signage & Associated Materials**

Items awarded under this group may include, but is not limited to:
cuplees putting/chipping targets, turfstone tee signs and posts, tee signs, ground anchors, and range signs.

PART #3: INSTRUCTIONS FOR EACH SOLICITATION

Contract 7780-1/22 requires each acquisition to go through a competitive, spot market Request for Quote (RFQ), prior to the award of a Work Order (WO).

Departments are to utilize the above vendor contact information for the issuance of all RFQ's. These contacts listed above are authorized to respond to all County requests and are to be included in each RFQ issued against the contract. Failure to utilize the above contacts for the vendors listed may result in cancellation or rejection of a RFQ solicitation. It is highly recommended that the RFQ's be issued via e-mail for tracking and reporting purposes.

Reference Section 2, Paragraph 2.17: Departments shall include the delivery requirements within the RFQ. Failure of the vendor to deliver the goods within the required delivery time stated in the RFQ, the County reserves the right to cancel the contract on default basis.

QUOTATION DIRECTIVES

- Each quotation must be open and competitive.
- Quotes may be issued for immediate deliveries, or to establish pricing for items that may be ordered within a specified time period.
- Bid tabulations MUST be provided to vendors upon request, prior to award.
- All quotations are subject to the Cone of Silence. Per section 2-11.1(t) of the County code.
- Local and Disabled Veteran Preferences are not applicable if the lowest priced vendor is a certified SBE or Micro/SBE.

METHOD OF AWARD

RFQ's may be awarded to the vendors with the lowest price in the aggregate, per-group, or in a per-item basis.

USER DEPARTMENT RESPONSIBILITY

It is the responsibility of the user Department to ensure compliance with the above-mentioned procedures. Purchase under this contract will be subject to random review or audit by County authorities, including the Procurement Management Services Division, Audit and Management, and the Office of the Inspector General.

RECORD RETENTION

For each purchase order issued under this contract, the user department shall maintain a record of the purchase including: market research performed, all quotes sought, all quotes obtained, required exception forms, and any other documentation supporting each purchase to ensure compliance and to establish the necessary accountability for audit. The record shall be maintained by the user department in a location (either electronic or paper) easily accessible for review or audit in accordance with the County Records Retention regulations.

PART #4: APPLICABLE ORDINANCES

Each Solicitation shall be consistent with the Master Procurement Implementing Order (I.O.) NO.3-38.

Local Preference, Cone of Silence, UAP & Inspector General Ordinances shall be applicable to each solicitation issued under this contract.

LOCAL PREFERENCE CONSIDERATION

The evaluation of competitive solicitations is subject to Section 2-8.5 of the Miami-Dade County Code, which, except where contrary to federal or state law, or any other funding source requirements, provides that preference be given to local businesses. A local business, for the purposes of this Section, shall be defined as a Proposer which meets all of the following:

1. A business that has a valid occupational license, issued by Miami-Dade County at least one year prior to bid or proposal submission, that is appropriate for the goods, services or construction to be purchased:
2. A business that has a physical business address located within the limits of Miami-Dade County from which the vendor operates or performs business (Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address.); and
3. A business that contributes to the economic development and well-being of Miami-Dade County in a verifiable and measurable way. This may include but not be limited to the retention and expansion of employment opportunities and the support and increase in the County's tax base. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the proposal submission date stated in the solicitation:
 - a. The Vendor has at least ten (10) permanent full time employees, or part time employees equivalent to 10 FTE ("Full Time Equivalent" employees working 40 hours per week) that live in Miami-Dade County, or at least 25% of its employees that live in Miami-Dade County, or

- b. The Vendor contributes to the County's tax base by paying either real property taxes or tangible personal property taxes to Miami-Dade County, or
- c. Some other verifiable and measurable contribution to the economic development and well-being of Miami-Dade County.

Additionally, a Locally-Headquartered Business shall mean a Local Business as defined above which has a "principal place of business" in Miami-Dade County. "Principal place of business" means the *nerve center or the center of overall direction, control, and coordination of activities of the bidder*. If the bidder has only one business location, such business location shall be its principal place of business.

In the case of Requests for Quotes (RFQ's) which are based on price and/or hourly rate, the following shall apply:

LOCAL PREFERENCE

If a low bidder is not a local business and a *local business* submits a bid within 10% of the non-local low bidder, the non-local low bidder and all local businesses within 10% of the non-local low bidder; shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid.

LOCALLY HEADQUARTERED BUSINESSES

If a low bidder is not a local business and a *locally headquartered business* submits a bid within 15% of the non-local low bidder, the non-local low bidder and all locally headquartered business within 15% of the non-local low bidder shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid.

INTERLOCAL AGREEMENT

At this time, there is an interlocal agreement in effect between Miami-Dade and Broward Counties until September 30, 2013. Therefore, a vendor which meets the requirements of (1), (2), and (3) above for Broward County shall be considered a local business pursuant to this Section.

SMALL BUSINESS CONTRACT MEASURES

A Small Business Enterprise (SBE) bid preference applies to this solicitation.

A 10% bid preference shall apply to contracts \$1 million or less and 5% on contracts greater than 1\$ million. A SBE/Micro Business Enterprise must be certified by the Department of Business Development (DBD) for the type of goods and/or services the Enterprise provides in accordance with the applicable Commodity Code(s) for this solicitation. For certification information, contact the Department of Business Development at 305-375-3111 or access www.miamidade.gov/sbd.

The SBE/Micro Business Enterprise must be certified by bid submission deadline, at contract award for the duration of the contract to remain eligible for the preference.

*There are **NO vendors** that shall receive SBE preference at the time of initial award.* Vendors who meet the minimum requirements and are added to the pre-qualification pool may be eligible for the SBE preference and would qualify for the above mentioned preferences.

When the above circumstances (Local, locally headquartered, or SBE preferences occur, user departments are to send out a request to obtain the best and final offers (BAFO).

Please note that the determination of the responsibility and responsiveness of all vendors that are to be included in the best and final process must take place prior to requesting the BAFO. This is to avoid a situation where a violation of the local preference ordinance to conduct a best and final process could take place. Even if low bidder, a non-responsive local vendor should not be included in this process.